

STREET CLOSURE REQUEST

REQUIREMENTS FOR A SUCCESSFUL STREET CLOSURE REQUEST

Step 1:

- Complete the following Street Closure Request application. The completed application needs to be returned along with the petition of consenting neighbors and a map of the area to the Neighborhood Services **one week** prior to the event.

Step 2:

- Ask neighbors to sign the "Street Closure Request Petition." You should deliver a flyer to **every home** about the proposed block party with your address and phone number on it. Free photocopies are available in the Neighborhood Services Office. Ask your neighbors for comments prior to the party and before going door to door for signatures.
- You **must** make an attempt to contact every homeowner on the street you are proposing to close and ask for their support. You are required to receive signatures of support from 51 percent of the homes on the street that will be closed.

Step 3:

- Return the completed **application, petition and an area map** marked with the location to the Neighborhood Services Office at City Hall. Staff there will help you obtain the necessary approvals.

Step 4:

- After the approval, make arrangements to pick up barricades or caution tape from the Neighborhood Services Office. Barricades are not stored at City Hall and will need to be brought to the building before pickup. As a reminder, West Valley City Hall is open Monday through Thursday from 7 a.m. to 6 p.m.
- Barricades need to be returned the next business day, Monday through Thursday. There are a limited number of barricades, especially during August.

- It is much easier to get approval to close a cul-de-sac than it is to get approval to close a through street. Main thoroughfares into subdivisions may not be closed off.
- Barricades must be removed by 10 p.m. as the city's noise ordinance restricts noise after that time.
- No alcohol is permitted on the street or public right of way.
- Barricades and tape are provided as a service by the city to close the street.
- Do not park cars to obstruct entry to streets or fire hydrants.
- For pedestrian safety, instruct residents to park their cars outside the boundaries of the closed street area if they wish to use their vehicles during the block party.
- It may be helpful to designate people who will supervise safety, and ensure noise control and cleanliness of the neighborhood.
- You may want to invite the Fire Department or the Police Department to come to your block party for demonstrations of the equipment. (Sirens attract a good crowd.) The Police K-9 Unit can also come to your block party for a demonstration if they are available.
- Take pictures of your party and Neighborhood Services will help you design and print a neighborhood newsletter.

Good luck and enjoy your party!



WEST VALLEY CITY

Neighborhood Watch

www.wvc-ut.gov/neighborhoods

APPLICATION

Neighborhood Name _____

Citizen Requesting Closure _____

Address _____ Zip Code _____

Phone _____ Cell Phone _____ Email _____

Date of prososed closure _____

Time of proposed closure _____ From _____ To _____

Street to be closed _____ From _____ To _____

Brief explanation of event _____



FOR OFFICE USE ONLY

City Council District _____ CSO Beat _____

CDBG Area ☐ Yes ☐ No CE Area _____

Neighborhood Services Date

Public Works Date

Fire Department Date

Police Department Date

PETITION

***I live on the street that will be closed for the neighborhood block party.
I support closing the street for this purpose.***

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

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Name: _____ Address: _____

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